November 6, 2026

REQUEST FOR BIDS (RFB) Septic Tank Inspection & Pumping Services Piney Creek Watershed – Raleigh County, West Virginia

1. Overview & Purpose

The **Piney Creek Watershed Association (PCWA)** is soliciting competitive bids from qualified, licensed contractors to perform septic tank inspection, locate, and pumping services for designated residential properties within the Piney Creek watershed in Raleigh County, West Virginia.

The goal of this initiative is to prevent nonpoint source pollution, protect groundwater quality, and restore the health of streams and tributaries within the Piney Creek watershed.

2. Scope of Services

The selected Contractor(s) will be responsible for providing all labor, tools, equipment, transportation, disposal, and materials required to perform the following services:

- **Site Inspection & Locating:** Locate and uncover septic tank lids/access ports with minimal ground disturbance. Inspect tank structural integrity, baffles, and effluent levels.
- **Pumping & Cleaning:** Pump septic tanks to remove all septage, sludge, and scum layers completely.
- **Disposal:** Transport and lawfully dispose of all septage at an approved, state-certified receiving facility in compliance with West Virginia Department of Environmental Protection (WVDEP) and Bureau for Public Health regulations.
- **Reporting & Documentation:** Complete a standard Septic System Service/Inspection Report for each property serviced (including estimated volume pumped, tank condition, and noted defects) and submit copies to PCWA.

3. Contractor Qualifications & Requirements

Bidders must meet and document the following minimum criteria:

- Valid **West Virginia Contractor's License** and local Raleigh County business license.
- Current **WV Bureau for Public Health / Local Health Dept. Septic Tank Cleaner License/Permit**.
- Proof of **General Liability Insurance** (minimum $1,000,000 per occurrence) and **Workers' Compensation Coverage** (or state exemption).
- Ability to execute work in compliance with all local, state (WVDEP), and federal environmental regulations.

4. Bid Submission Instructions

- **Submission Deadline:** Bids must be postmarked or received within **fourteen (14) calendar days** from the date of this solicitation.
- **Submission Address:** Mail or deliver sealed bid packages to:**Piney Creek Watershed Association**
  Attn: Septic Pumping RFB Committee
  P.O. Box 672

Beckley, WV 25802

- **Questions / Inquiries:** Direct any technical questions or requests for clarification to PCWA via email or written correspondence prior to the response deadline.

5. Official Bid Response Form

Contractors must complete and return this section (or a copy thereof) along with required attachments.

Section A: Contractor Information

Field	Details
Company Name	_____
Contact Person	_____
Mailing Address	_____
Phone Number	_____
Email Address	_____
WV Contractor License #	_____
Septic Hauler Permit #	_____

Section B: Pricing Schedule

Please provide unit pricing based on standard residential septic tank capacities:

Service Item	Description	Unit Price ($)
Standard Inspection Fee	Visual inspection & evaluation (per site)	$ _____
Tank Pumping (Up to 1,000 gal)	Full pump-out & disposal fee	$ _____
Tank Pumping (1,001 – 1,500 gal)	Full pump-out & disposal fee	$ _____
Additional Volume Rate	Cost per 100 gallons above 1,500 gal	$ _____
Deep Dig / Hand Excavation	Hourly rate if lid buried > 18 inches	$ _____ / hr

Section C: Required Documentation Checklist

Please attach the following with your response:

- [ ] Copy of West Virginia Contractor License
- [ ] Copy of Septic Tank Pumping/Hauler Permit
- [ ] Certificate of General Liability Insurance
- [ ] Proof of Workers' Compensation Coverage
- [ ] List of 2–3 Professional or Municipal References

Section D: Authorization & Signature

By signing below, the authorized agent certifies that the pricing provided is accurate, all licensing/insurance requirements are current, and the company agrees to perform work according to the specifications outlined herein.

Authorized Representative Name (Printed): _____

Title: _____

Signature: _____ **Date:** _____